



## MICHIGAN COMMUNITY SERVICE COMMISSION NOTICE OF FUNDING OPPORTUNITY FOR NEW AND RE-COMPETING MICHIGAN'S AMERICORPS PROGRAMS 2019-2020

The Michigan Community Service Commission (MCSC) and the Corporation for National and Community Service (CNCS) are pleased to announce the availability of federal funds to support new and re-competing Michigan's AmeriCorps programs to start in the fall of 2019 for a 12-month program cycle.

### **What is Michigan's AmeriCorps?**

Michigan's AmeriCorps is a national service program that involves individuals (called "members") in providing service to address critical needs in their communities. In exchange for a year of service, members receive a living allowance and an education award to help pay for education costs at qualified institutions of higher education, to pay for educational training, or to repay qualified student loans.

Michigan's AmeriCorps engages the energy and idealism of the citizens of Michigan in meeting the most vital education, economic opportunity, health, environmental, disaster preparedness, safety, and veterans' needs in our communities. Michigan's AmeriCorps currently consists of 29 programs with more than 1,000 members serving in full- or part-time positions. Members range in age from 17 to 80+. These programs partner with hundreds of organizations throughout the state to address community needs.

AmeriCorps members in Michigan have devoted themselves to improving the lives of people in their community by tutoring, mentoring, providing job training and resources, restoring and preserving public lands, creating affordable housing, providing housing resources, and more. See

[www.michigan.gov/mcsc](http://www.michigan.gov/mcsc) for more information on Michigan's AmeriCorps.

### **Who are we?**

The MCSC is the administrative agent for Michigan's AmeriCorps. The MCSC funds and supports programs that encourage all Michigan residents to volunteer and serve their communities.

The MCSC works to fulfill this mission through a number of programs, projects, and activities focused on service and volunteerism. These programs include AmeriCorps, Volunteer Generation Fund, Volunteer Michigan, and Mentor Michigan +. Annually, the MCSC distributes nearly \$8 million in national service and volunteerism grants. The MCSC partners with CNCS to administer Michigan's AmeriCorps.

Established in 1993, CNCS engages more than a million Americans each year in service to their communities by providing a way to solve community problems. CNCS plays a crucial role in supporting the American culture of citizenship, service, and responsibility. CNCS works with governor-appointed state commissions, nonprofits, faith-based groups, schools, and other civic organizations to provide opportunities for Americans of all ages to serve their communities. The three major national service initiatives of CNCS include AmeriCorps, Senior Corps, and the Volunteer Generation Fund.

### **Why should my organization apply for a Michigan's AmeriCorps program?**

Michigan's AmeriCorps provides people power. Funds provided through Michigan's AmeriCorps support teams of members who provide direct service to build or improve communities and generate volunteers to support their efforts.

The Michigan Community Service Commission has established the following priorities:

- Disaster Services
- Education
- Economic Opportunity
- Environmental Stewardship
- Healthy Futures
- Safer Communities
- Veterans and Military Families

If there are needs in your community in these areas that you believe can be addressed by national service, then this program may be a good fit.

Michigan's AmeriCorps grants are not for the purchase of supplies or materials for pre-existing programs, nor can they be used to fund or replace existing staff. The Michigan's AmeriCorps funding is intended for recruiting, placing, and supporting individuals to 'get things done' in communities.

### **Who is eligible to apply?**

Educational institutions (local school districts, intermediate school districts, colleges, and universities, etc.), local government entities, state agencies, and nonprofit organizations that have their 501(c) 3 status and have been in existence for at least three years are eligible to apply for a Michigan's AmeriCorps program.

### **Can I partner with other organizations to apply for a Michigan's AmeriCorps program?**

Yes. You are encouraged to partner with other organizations in your community or throughout the state to apply for AmeriCorps funding. One organization must serve as the legal applicant and fiduciary. When partnering with other organizations, the MCSC encourages you to seek organizations that share a similar mission or focus on similar issues.

### **What types of grants are available?**

The MCSC funds operating grants that support fully developed plans to establish a new Michigan's AmeriCorps program or to support, expand, or replicate an existing program. Grant awards will cover a period that includes one year of operation. Grants may be renewed for two additional years, subject to annual review and the availability of federal appropriations.

### **Program size and grant size?**

Programs must be large enough to achieve a demonstrable impact on the communities served. While the actual size of each program may vary depending on the the communities in which it operates, program design, and other factors, applicants are required to apply for at least ten (10) full-time equivalent AmeriCorps members to be considered for formula funding. To be considered for competitive funding, the applicant must request a minimum of 20 members. Applicants should evaluate their present infrastructure and capacity when considering program size.

Grant requests may vary in size depending on the type and scope of the proposed program. Applicants are allowed flexibility in developing their budgets, within federal and state limitations. No program funded through the MCSC formula allotment shall receive more than 20% of Michigan's total formula funding. In addition, the MCSC has set a target for the average federal cost per full-time equivalent member for each Michigan's AmeriCorps program.

### **Is there a match requirement?**

Yes. Substantial cash and in-kind matches are required from the applicant. All program costs require at least a 24% cash and in-kind match during each of the first three years of funding, with match requirements increasing incrementally after year three, reaching a 50% minimum match level during the 10<sup>th</sup> year of funding. Other non-CNCS federal funds may be used as partial match with approval.

### **What are the responsibilities of operating a Michigan's AmeriCorps program?**

- Recruiting, selecting, placing, training, and supervising members.
- Designating a full-time program director to run the program.
- Selecting and supporting member service sites and supervisors.
- Submitting quarterly progress reports, monthly expenditure reports, and semi-annual federal financial reports.
- Participating in monthly program director training meetings or calls.
- Participating in statewide member events and activities.

**How can I find out more about AmeriCorps?**

For additional information on AmeriCorps, you can visit the MCSC website at [www.michigan.gov/mcsc](http://www.michigan.gov/mcsc) or the AmeriCorps website at [www.americorps.gov](http://www.americorps.gov).

**How do I get a copy of the concept paper guidelines?**

The 2019-20 Michigan's AmeriCorps concept paper guidelines are available on the MCSC website ([www.michigan.gov/mcsc](http://www.michigan.gov/mcsc)).

**Who do I contact if I have questions?**

If you have any questions regarding Michigan's AmeriCorps or the application process, please contact:

Shannon Zoet at (517) 512- 4544,  
[zoets@michigan.gov](mailto:zoets@michigan.gov)

Megan Foresman at (517) 512-4506,  
[foresmanM@michigan.gov](mailto:foresmanM@michigan.gov)

## **MICHIGAN'S AMERICORPS 2019-20 CONCEPT PAPER AND APPLICATION TIMELINE**

<b>Tuesday, September 4, 2018</b>	Concept paper guidelines available on the MCSC website ( <a href="http://www.michigan.gov/mcsc">www.michigan.gov/mcsc</a> )
<b>Friday, September 21, 2018</b>	<p>Intent to Apply forms due in SurveyMonkey (<a href="https://www.surveymonkey.com/r/YFCK2BT">https://www.surveymonkey.com/r/YFCK2BT</a>)</p> <p>Financial management surveys and a copy of the applicant organization's most recent independent audit due to the MCSC (email to Carole Rush-Witt: <a href="mailto:rushwittc@michigan.gov">rushwittc@michigan.gov</a>)</p>
<b>Wednesday, October 3, 2018</b>	Concept Papers due to the MCSC
<b>Thursday, October 18, 2018</b>	Peer Review
<b>Monday, October 22, 2018</b>	Notification to applicants if they have been selected for comprehensive submission
<b>Monday, October 29, 2018</b>	Required technical assistance meeting in Lansing for applicants selected for comprehensive submission
<b>Friday, December 7, 2018</b>	Comprehensive Applications due to MCSC
<b>April 2018 (tentative)</b>	Formula applications due to MCSC
<b>May 2018 (tentative)</b>	CNCS announces approved Competitive AmeriCorps applications
<b>June 2018 (tentative)</b>	Formula AmeriCorps funding announced

*\*Note: Applicants not selected for submission to CNCS for competitive funding consideration may be considered for formula funding.*